About Department of Children's Services (DCS)

The Tennessee Department of Children's Services (DCS) is the state's public child welfare agency, overseeing child protective services, permanency and juvenile justice. DCS protects children who are victims of abuse or neglect and strengthens families through services that focus on family support and preservation. DCS staff responds to over 37,000 reports of child abuse and neglect a year. DCS employees 4000+ staff deployed across Tennessee.

Job Description

The Department of Children's Service has an open Project Manager position in their Office of Information Technology division. This position is responsible for internal/external customer facing project(s) from initiation through post-implementation review. Project complexity and team size vary from medium to large. The Project Manager leads the project team in the development of the project plan, reporting progress against the plan, identifying issues and risks, developing action plans to address issues, implementation planning and estimating budgetary requirements. The Project Manager will have the opportunity to work with application development, infrastructure improvements and maintenance projects in addition to organizational change management. There are opportunities to manage vendor delivered solutions as well as internal development projects. Join one of the best IT teams in Nashville.

RESPONSIBILITIES

- Successfully manage project related tasks from project initiation through closure,
- Create and manage appropriate project documentation,
- Facilitate project related meetings throughout project life cycle including kickoff, task development and scheduling, status, monitoring and reporting, etc.,
- Utilize portfolio project management tools to record project documents and status,
- Minimize project exposure and risk,
- Manage project scope and properly alert project stakeholders and PMO management of scope growth issues,
- Ability to define tasks and develop appropriate project schedules
- Communicate accurate and effective project information to management and project stakeholders,
- Build and maintain effective working relationship with project team,
- Manage the expectations of the Product Owners and Project Sponsors.

Requirements

- Bachelor's degree in Information Technology or related field, or equivalent experience in Information Technology,
- Must have at least 7 years' experience in the systems development life cycle, business process analysis and design, project management,
- 3-5 years successful experience leading Information Technology projects from initiation through closure,
- Solid knowledge of Project Management approaches and methodologies, experience with PMI methodology preferred,
- Knowledge of SDLC processes, both Waterfall and Agile preferred,
- PMP and CSM certifications preferred,
- Successful track record of delivering small to medium projects within schedule and budget,
- Ability to perform under tightly managed project deadlines and highly visible projects,
- Experience in business process re-engineering and process improvement,
- Excellent interpersonal, written, and verbal communication skills,
- Comfortable interacting with various levels of management and co-workers,

The State of Tennessee is an Equal Opportunity Employer.

- Excellent time management, organization, and prioritization skills.

PLEASE SEND RESUME TO:
greg.dillard@tn.gov
Closing date – March 23, 2016